

# YMCA Level 3 Award in Instructing Boot Camp Fitness Training (601/3517/7)

## Qualification Specification





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# Level 3 Award in Instructing Boot Camp Fitness Training

## Qualification Specification

Qualification number: 601/3517/7

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# Introduction

## About YMCA Awards

At YMCA Awards, we are passionate about learner progress. Our qualifications support every learner, whether they are taking their first steps into fitness or simply wishing to boost their skills. Our high quality resources and assessment materials have been created by leading industry experts in consultation with employers and training providers.

YMCA Awards is an internationally recognised organisation. We are highly respected in health and fitness circles and, most importantly of all, we have helped over 200,000 people launch and advance their careers.

## Qualification overview

This qualification is regulated by:

- Ofqual
- CCEA (Council for Curriculum, Examinations and Assessment)
- QW (Qualifications Wales).

### Qualification aim

This qualification aims to provide the learner with the knowledge and understanding required to plan and deliver safe and effective boot camp fitness training sessions that incorporate the use of natural resources, natural features and temporary structures.

### Overview of knowledge, skills and understanding

Learners will cover:

#### **Knowledge and understanding relating to the qualification**

- The benefits of boot camp fitness training and exercising in the outdoors
- Methods of minimising the health and safety risks associated with boot camp fitness training
- Environmental considerations associated with boot camp fitness training
- The importance of considering other users of the outdoor environment during boot camp fitness training.

#### **Skills relating to the qualification**

- How to plan safe and effective boot camp fitness training sessions using natural resources, natural features and temporary structures
- How to deliver safe and effective boot camp fitness training sessions
- Ways of motivating participants during 'extreme' boot camp fitness training sessions.

### Target group and age range

This qualification is aimed at a range of learners aged 16 and over.

## Qualification structure

The Level 3 Award in Instructing Boot Camp Fitness Training comprises 2 mandatory units.

Unit reference number	Unit title	Level	Credit
M/506/1654	Health, safety and environmental considerations for 'boot camp' fitness training	2	2
R/506/4322	Planning and delivering 'boot camp' fitness training sessions	3	4

The Total Qualification Time (TQT) for this qualification is 60. The Guided Learning Hours (GLH) assigned are 46.

### Total Qualification Time (TQT)

This is an estimate of the total amount of time, measured in hours that a learner would reasonably need to be able to show the level of achievement necessary for the award of a qualification.

Total Qualification Time is made up of the following two elements:

- (a) the number of hours which an awarding organisation has assigned to a qualification for Guided Learning (see below), and
- (b) an estimate of the number of hours a learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

### Guided Learning Hours (GLH)

This is:

- Face-to-face delivery (learning delivered by a lecturer, supervisor, tutor or other appropriate member of the training team)
- eLearning with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place)
- Invigilated assessment (external tests sat under controlled or open-book conditions)
- Internal assessment carried out by the learner with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place).

This is **not**:

Unsupervised learning such as:

- eLearning that the learner carries out unsupervised and with no real-time support from a lecturer, teacher or tutor
- Assessment internally carried out by the learner without a lecturer, teacher or tutor present/available in real-time (for example, completing a Learner Assessment Record [LAR] at home)
- Any additional further study, revision and training activities that the learner does unsupervised to support their learning.

### Recommended Guided Learning Hours – our ongoing review

Your External Quality Assurer (EQA) will ask you to feedback on GLH annually as part of their quality assurance visit. You should base your feedback on a typical learner taking this qualification and the time spent on supervised learning (GLH). If you feel the GLH is different from the above and you wish to offer feedback before your next EQA visit, please email us: [awards.products@ymca.co.uk](mailto:awards.products@ymca.co.uk).

### Entry requirements



Learners need to have achieved 1 or more of the following:

- Level 2 Certificate in Fitness Instructing in any of the following disciplines:
  - Gym-based exercise
  - Exercise to music
  - Water-based exercise
  - Health related exercise and physical activity for children
- Level 2 Certificate in Fitness Walking
- Level 2 Certificate in Instructing Circuit Training Sessions
- Level 2 Certificate in Instructing Parkour/Free-running Fitness Training

## Opportunities for progression

This qualification can lead to employment as a boot camp fitness training instructor. It also provides progression to other qualifications, including:

- Level 3 Certificate/Diploma in Personal Training
- An advanced level apprenticeship in exercise and fitness
- A higher education degree.

## Mapping to standards

This qualification can be linked to National Occupational Standards, including SKAEF5 (Plan and prepare group exercise) and SKAEF6 (Instruct group exercise). For more information see [www.ukstandards.org.uk](http://www.ukstandards.org.uk).

## Centre approval

This qualification can only be offered by centres approved by YMCA Awards to deliver it. Details of YMCA Awards approvals processes can be found on our website: [www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre](http://www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre).

## Qualification approval

If your centre is already approved, you should only need to complete and submit a qualification approval form to deliver this qualification. However, you may also need to complete an additional staff approval form if the qualification is going to be delivered by staff who are not currently approved by YMCA Awards. Details of additional approvals can be found on our website: [www.ymcaawards.co.uk/approvals](http://www.ymcaawards.co.uk/approvals).

## Tutor, assessor and IQA approval requirements

To make sure you meet the most up-to-date requirements please see the YMCA Awards staff approval requirement document. This can be found on our website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Registration

All learners must be registered within the first 10% of the duration of their course (eg, for a course that lasts 10 days, learners should be registered on the first day of their course at the latest). For further details on registration please go to our website: [www.ymcaawards.co.uk/registration](http://www.ymcaawards.co.uk/registration).

## Qualification availability

This qualification is available in:

- England and regulated by Ofqual
- Northern Ireland and regulated by CCEA (Council for Curriculum, Examinations and Assessment)

- QW (Qualifications Wales)

## Reasonable adjustments and special considerations

In making this qualification available, YMCA Awards has made every attempt to make sure that there are no unnecessary barriers to achievement. You can find full details of our reasonable adjustments and special considerations policy on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

## Enquiries and appeals procedures

YMCA Awards has an appeals procedure in accordance with the regulatory arrangements in the General Conditions of Recognition. Full details of these procedures are available on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

## Assessment and quality assurance

### How the qualification is assessed

Assessment is the process of measuring a learner's skills, knowledge and understanding against the standards set in the qualification.

This qualification is unit-based and each unit contains learning outcomes and assessment criteria. Learning outcomes set out what the learner is expected to know, understand or be able to do as a result of the learning process. Assessment criteria detail the standards a learner is expected to meet and are broken down into what the learner 'can' do as a result of successfully achieving the unit.

The learner can be assessed holistically or individually as long as they show that the learning outcomes have been achieved.

Competency-based learning outcomes (eg, be able to) are typically assessed through direct observation and these will take place in a real work environment. Where a real work environment is not stipulated the observation can be simulated and be internally assessed.

Knowledge based learning outcomes (eg, know or understand) can be assessed in a number of different ways such as worksheets, projects, professional discussion etc. The assessment method chosen should reflect the content of the unit.

This qualification must be assessed in line with YMCA Awards assessment policies and procedures: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

The Level 3 Award in Instructing Boot Camp Fitness Training is assessed through internal assessment.

### Internal assessment

YMCA Awards suggest the following approaches to internal assessment:

#### Using a Learner Assessment Record (LAR)

This document typically contains assessment guidance and paperwork developed by YMCA Awards to support the assessment of a qualification.

To check if a Learner Assessment Record is available for this qualification, please make sure you are logged in to the centre home on the website and follow this link: [www.ymcaawards.co.uk/download-resources/lars](http://www.ymcaawards.co.uk/download-resources/lars).

### Creating a portfolio of evidence

If a YMCA Awards Learner Assessment Record (LAR) is not used to evidence internal assessment then the learner must create a portfolio of evidence. Centres must work with learners to create this portfolio and need to make sure that the learner's portfolio shows coverage of the learning outcomes and/or assessment criteria where required.

A typical portfolio of evidence could include:

- Evidence index
- Assessor observation – completed observational checklists and related action plans
- Witness testimony
- Candidate's proof of work
- Worksheets
- Assignments/projects/reports/presentations
- Record of professional discussion
- Record of oral and written questioning
- Candidate and peer reports
- Recognition of Prior Learning (RPL)
- Summary of achievement.

Centres need to make sure assessment specifications and paperwork are signed off by the EQA before delivery.

As a guide to selecting appropriate assessment methods, see the suggested example in the 'Qualification content' section of this specification.

### External assessment

There is no external assessment for this qualification.

### Assessors

The role of the assessor is to make an informed judgement about the evidence a learner should provide to show they can meet the assessment criteria. For further guidance please see the 'Role of the assessor' document on the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

### Internal and external quality assurance

The role of the Internal Quality Assurer (IQA) is to make an informed judgement(s) regarding the practice of and decisions made by the assessment team to maintain standards. They are a vital link between the assessors and the External Quality Assurer (EQA). For further guidance please see the 'Role of the assessor' document on the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Qualification content

### Unit specifications and recommended assessment methods

# Health, safety and environmental considerations for 'boot camp' fitness training (M/506/1654)

## Unit aim

This unit covers the knowledge and understanding required by any instructor wishing to plan and deliver safe, effective boot camp fitness training. It also aims to develop learners' awareness of the impact upon the environment and other users of outdoor spaces.

## Unit content

The learner will:

### 1. Understand health and safety risks associated with boot camp fitness training

The learner can:

1.1 Identify types of dangerous objects that could exist in an outdoor fitness environment

1.2 Describe types of emergencies that could occur during boot camp fitness training

1.3 Explain how emergency procedures associated with outdoor fitness differ from indoor fitness

1.4 Describe health risks associated with boot camp fitness training

1.5 Describe legal requirements for delivering exercise outdoors

The learner will:

### 2. Understand how to minimise risks when planning boot camp fitness training

The learner can:

2.1 Explain risk assessment required when planning boot camp fitness training

2.2 Identify the purpose of different types of protective clothing which may be worn by instructors and participants during boot camp fitness training

2.3 Describe how to safeguard the exercise area to ensure participant safety

2.4 Explain why it is important to have a contingency plan for boot camp fitness training sessions

The learner will:

### 3. Understand environmental considerations associated with boot camp fitness training

The learner can:

3.1 Explain the importance of minimising disruption to the outdoor environment in relation to:

- protected flora/fauna
- objects of significance
- environmental degradation

3.2 Explain the importance of returning the environment to its normal condition following a boot camp fitness training session

3.3 Identify safety precautions required when running boot camp fitness training sessions during conditions of poor visibility

The learner will:

### 4. Understand the importance of considering other users of the outdoor environment during boot camp fitness training

The learner can:

4.1 Describe how to minimise disruption to other users of the outdoor environment

4.2 Describe how other users of the outdoor environment could cause disruption to boot camp fitness training sessions

4.3 Describe how to minimise any disruption from other users to boot camp fitness training sessions

#### Assessment specification

- Worksheet

# Planning and delivering 'boot camp' fitness training sessions (R/506/4322)

## Unit aim

This unit covers the knowledge, understanding and skills required when planning and supervising effective boot camp fitness circuits that incorporate the use of natural resources, natural features and temporary structures.

## Unit content

The learner will:

### 1. Know the benefits of boot camp fitness training

The learner can:

1.1 Define '*boot camp fitness training*'

1.2 Explain benefits of exercising in the outdoors

1.3 Identify benefits of boot camp fitness training in relation to total fitness

The learner will:

### 2. Understand the safe use of natural resources in boot camp fitness training

The learner can:

2.1 Define *natural resources* in relation to boot camp fitness training

2.2 Explain how natural resources may be used to develop the components of fitness

2.3 Describe the extra care that should be taken when lifting and moving natural resources

2.4 Identify natural resources that should be avoided for use during exercise

2.5 Describe how to select natural resources suitable for individual participants

The learner will:

### 3. Understand the safe use of natural features in boot camp fitness training

The learner can:

3.1 Define *natural features* in relation to boot camp fitness training

3.2 Explain how natural features may be used to develop the components of fitness

3.3 Identify hazards associated with the use of natural features

3.4 Describe diseases that could be contracted through contaminated water

3.5 Describe precautions that should be taken to avoid contracting diseases through contaminated water

3.6 Describe safe entry and exit procedures associated with natural features

The learner will:

#### 4. Understand the safe use of equipment in boot camp fitness training

The learner can:

4.1 Describe the use of a range of equipment that is suitable for boot camp fitness training

4.2 Describe how to ensure that equipment selected is, for all participants:

- Safe
- Suitable
- Appropriate

The learner will:

#### 5. Understand the safe use of temporary structures in boot camp fitness training

The learner can:

5.1 Define *temporary structures* in relation to boot camp fitness training

5.2 Describe different types of temporary structures used in boot camp fitness training

5.3 Describe safety checks to be made to temporary structures used in boot camp fitness training

The learner will:

#### 6. Understand how to motivate participants for 'extreme' boot camp fitness training

The learner can:

6.1 Define *extreme* boot camp fitness training

6.2 Describe the principles of group behaviour management during extreme boot camp fitness training

6.3 Explain why instructors need strong motivational skills when leading extreme boot camp fitness training

6.4 Explain how participants may encourage and help each other during extreme boot camp fitness training

The learner will:

## 7. Be able to plan safe and effective boot camp fitness training sessions

The learner can:

7.1 Select a range boot camp fitness training exercises that will help participants to develop the components of fitness

7.2 Select a range of boot camp fitness training exercises that are safe and appropriate for all participants, including possible alternatives

7.3 Plan a safe and effective boot camp fitness training session that is appropriate for all participants, with regards to:

- Experience
- Fitness levels
- Skills/abilities

7.4 Record plans in an appropriate format

The learner will:

## 8. Be able to deliver safe and effective boot camp fitness training sessions

The learner can:

8.1 Screen participants for their suitability for the planned boot camp fitness training session

8.2 Describe the exercises and activities, including physical and technical demands, to participants

8.3 Give explanations and demonstrations that are technically correct, safe and effective

8.4 Communicate as appropriate to participants' needs

8.5 Adopt appropriate positions to observe participants and respond to their needs

8.6 Check that participants can perform the exercises as instructed

8.7 Monitor the safety and intensity of exercise for all participants

### Assessment specification

- Worksheet
- Session plan
- Observation







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*YMCA Awards is one of the UK's leading health, fitness and wellbeing-specific awarding organisations. It offers training centres and learners across the world a diverse suite of qualifications, from introductory (Level 1) to advanced levels (Level 4).*

*YMCA Awards issues over 30,500 qualification certificates a year, helping learners in the UK and overseas to launch and progress their careers in the active leisure sector.*

*To view YMCA Awards' full range of qualifications please visit  
[www.ymcaawards.co.uk](http://www.ymcaawards.co.uk).*

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